

**RICHMOND WATER AND SEWER
COMMISSION MEETING
December 1, 2014 MINUTES**

Members Present: Bard Hill, Chair; David Sander; Chris Granda (arrived 5:55); Bruce Bailey;
Bob Fischer

Members Absent: None

Others Present: Geoffrey Urbanik, Town Manager, Kendall Chamberlin, Water Resources;
Peter Pochop, Green Mountain Engineering; Maureen Kangley; Sheila
Bailey; Harold Irish; Robert Reap; and Ruth Miller was present from MMCTV
to tape the meeting.

Mr. Hill called the meeting to order at 5:30 pm.

Mr. Hill asked if there was anyone from the public who wished to speak, but there were none.

Superintendent's Report

Mr. Chamberlin reported a water leak on Esplanade Street the day before Thanksgiving. This had
since been repaired. Only the wastewater treatment plant was affected, however, it did not close the
plant. Mr. Sander asked the age of that pipe, and Mr. Chamberlin said it was an 8" cast iron pipe
from around 1970.

Mr. Chamberlin also said he had shared an idea with Mr. Granda about installing solar panels on
former water tank sites once the new tank was complete. This idea was still in development. Mr.
Chamberlin noted that due to the holiday and weather, septage was reduced lately.

FY2016 Budget

Mr. Chamberlin explained his latest budget proposal. The water and sewer budgets were fully
separated now, and the water budget was \$287,639 and the wastewater budget was \$511,096. User
fees and rates were stable, septage was anticipated to be \$50,000 higher. The increase was to fund
additional capital projects, including a sample West Main payment and water storage tank payments.

Mr. Fischer asked about additional septage funds, and if they all went into reserves. Mr. Chamberlin
said that was the current motion from the commission. There was some discussion on this. It was
agreed that the budget would again be discussed on December 15th with reserve balances shown for
the past three years.

West Main Utility Extension

Peter Pochop of Green Mountain Engineering presented his latest update to the West Main report.
This included additional work on Phase 3, the connection of the Mobile Home Park.

The report showed the costs of extending the water and sewer lines to three phases and the
projected revenues from each phase. In order to have a zero-effect on existing rates for the current
system, each phase would require a certain capital contribution and hook-on fee amount. These are
shown as:

\$1,401,000 **Estimated Phase I, and II Water Total Project Cost**

\$1,023,000 **Estimated Phase I, II and III Sewer Total Project Cost**

\$2,424,000 **Estimated Phase I, II and III Water/Sewer Total Project Cost**

1 Phase I and II capital contributions would be \$247,000 from new connections or other sources of
2 revenue. Phase I, II and III capital contributions would be zero, provided that connection fees from
3 the Riverview Commons Mobile Home Park totaled \$137,213 for sewer and \$70,080 for water.
4

5 It was clear that the number of immediate connections to the mobile home park made the project
6 feasible from a financial impact point of view to the rest of the system.
7

8 Mr. Granda said that it looks like if the mobile home park connects, we almost don't need anyone else
9 to connect. Mr. Pochop agreed and there was significant discussion. Mr. Bailey said it would be a
10 big improvement to increase the system by this many users. Mr. Hill questioned the financing. The
11 Manager said he wasn't sure that state loans would be available soon, and you have to apply to be on
12 the priority list. Federal funds through USDA rural development might be available. Mr. Pochop said
13 that there wasn't much state money for water, but there was some for clean water treatment.
14

15 Mr. Hill said it was imperative to map out who was interested in connecting. Mr. Granda asked if they
16 should be aware of these projected costs?
17

18 Mr. Hill said that now, Green Mountain Engineering wanted to perform a topographic survey to refine
19 their construction estimates. Mr. Pochop explained further, and said that they estimated this work to
20 be \$6,770.
21

22 Mr. Fischer asked how this would be paid for. He asked how much further should we go without
23 some sort of commitment from anyone on this extension?
24

25 Mary Houle said that each and every citizen needs to know what its going to cost. The Cochran
26 Road extension compelled people to connect. Demonstrate how this will work for the users.
27

28 Mr. Hill said we should hold off on this until we get some positive feedback from the two largest users
29 in the study area.
30

31 There was some discussion about connection fees, capital contributions, and how they were shown in
32 Mr. Pochop's presentation. The final scenario had no capital contributions, but connection fees per
33 the current policy. The mobile home park would pay over \$150,000 while those in the gateway would
34 pay significantly less.
35

36 Mr. Granda said that this new survey was important, and we needed to hold a special meeting to
37 determine whether or not there is a commitment to connect from the two largest users, and approve
38 the GME contract. It was discussed and decided that a special meeting on December 5th at 6pm in
39 Town Center there would be a special water commission meeting to consider these issues.
40

41 **Adjourn**

42 Mr. Fischer offered a motion to adjourn at 7:05 pm and was seconded by Mr. Bailey. So voted.